



CITY COUNCIL

Administrative Oversight Committee

**Tuesday, February 19, 2008
Meeting Report**

Attendance: S. Marmarou, M. Baez, J. Waltman

Others Attending: C. Kanezo, R. Hatt

I. Interviews

Patricia Cavanaugh (Appointment- Library Board)

Mr. Marmarou thanked Ms. Cavanaugh for taking the time out of her schedule to meet with the members of the Administrative Oversight Committee; he asked why Ms. Cavanaugh was interested in serving on the Library Board. Ms. Cavanaugh replied that she noticed an ad in the Reading Eagle, which encouraged residents of the City of Reading to apply. Ms. Cavanaugh, who is retired, felt she would have ample time to dedicate to the library system. Mr. Marmarou invited Mr. Ron Hatt, a member of the board, to explain the purpose and operations of the board to Ms. Cavanaugh.

Mr. Hatt summarized the board meeting schedule, funding sources, organizational structure, programs offered by the library and relationship between the board and the City and County. Mr. Hatt stressed how the board was established to ensure the smooth operation of the Reading and Berks County Library system. Ms. Cavanaugh stated she would be honored to serve the interests of the citizens of Reading and Berks County.

Mr. Marmarou thanked Ms. Cavanaugh for her time; he indicated that Council staff would be in close contact as the process moved forward.

The Administrative Oversight Committee agreed to recommend the appointment Ms. Patricia Cavanaugh to the Reading Library Board.

Michele Swigart Uhrich (Appointment- Library Board)

Mr. Kanezo informed the committee that Ms. Uhrich had to cancel. The interview would be rescheduled for the March meeting of the Administrative Oversight Committee.

Phillip Rabena (Reappointment- Zoning Hearing Board)

Mr. Marmarou indicated Mr. Rabena was reapplying to the Zoning Hearing Board (ZHB). Mr. Rabena stated that he was very interested in continuing to serve. Mr. Rabena felt his years of experience provided a distinct advantage when discussing zoning issues.

Mr. Waltman remarked on the need for members of the ZHB to thoroughly review the decisions of the Zoning Administrator. Mr. Waltman felt the ZHB could serve as a useful second set of eyes for the Zoning Administrator. Mr. Rabena agreed that the ZHB needed to be more active in addressing matters before problems developed. Mr. Rabena stated the ZHB holds a monthly workshop with the board Solicitor and that this workshop could be used to review upcoming applications. Mr. Rabena also noted that great importance should be given to revising and updating the City of Reading Zoning Ordinance.

Mr. Marmarou inquired if members of the ZHB would be willing to continue to meet with City Council and the Administration. Mr. Rabena encouraged members of City Council to sit down with the ZHB to address common concerns. Mr. Rabena suggested Council and the ZHB consider holding regular workshops. Mr. Waltman agreed that frequent meetings between both organizations would greatly improve existing zoning processes.

The Administrative Oversight Committee agreed to recommend the reappointment of Mr. Phillip Rabena to the Planning Commission.

Carson Kober-Mazurkawicz (Appointment- Planning Commission)

Mr. Waltman commented that Ms. Kober-Mazurkawicz possessed a tremendous intellect and a practical background in design and architecture that would be a great asset to the Planning Commission. Mr. Waltman cautioned Ms. Kober-Mazurkawicz that the Planning Commission is a highly demanding board and would require a great deal of time and dedication. Mr. Waltman also remarked that the board is not immune from outside pressures.

Ms. Kober-Mazurkawicz emphasized her independent nature and willingness to commit herself to fully understanding the intricacies of complex issues. Ms. Kober-Mazurkawicz remarked on her strong desire to become an integral part of the Reading Renaissance. Mr. Waltman suggested Ms. Kober-Mazurkawicz would likely be able to develop strong working relationships with her colleagues on the Planning Commission; he noted that many of the commission members, as residents of the Centre Park area, are Ms. Kober-Mazurkawicz neighbors.

Mr. Marmarou felt Ms. Kober-Mazurkawicz would bring tremendous knowledge and energy to the Planning Commission.

The Administrative Oversight Committee agreed to recommend the appointment of Ms. Kober-Mazurkawicz to the Planning Commission.

Jess Cwiklinski (Reappointment- Police Civil Service Board)

At the request of the committee Ms. Cwiklinski described her years of service on the Police Civil Service Board; her years teaching in the Reading School District and her experience, earlier in her life, as a nurse. Ms. Cwiklinski stated that she has dedicated her life to public service and desires to continue serving.

Mr. Marmarou stressed that the City is indebted to men and women like Ms. Cwiklinski. Mr. Waltman agreed, adding that the efforts of the Police Civil Service Board have led to increases in the percentage of minority candidates. Ms. Cwiklinski remarked on the improved standards for testing and the emphasis the board places on ensuring equitable testing conditions for all candidates.

The Administrative Oversight Committee agreed to recommend the reappointment of Ms. Jess Cwiklinski to the Police Civil Service Board.

II. Appointment Recommendations.

- **Ethics Board** – appointment recommendation for Jonathon Del Collo (based on his interview for the Charter Board on October 1, 2007)
- **Water Authority** – appointment recommendation for Joe Kuzminski (based on his interview for the Water Authority on July 2, 2007)

Mr. Kanezo explained both candidates have already been interviewed by the Administrative Oversight Committee. Mr. Del Collo applied for an open position on the Ethics Board; Mr. Kuzminski remains a candidate for a vacant position on the Water Authority.

Mr. Waltman and Ms. Baez requested both appointments be presented to the body of Council for discussion.

The Administrative Oversight Committee adjourned at 6:15p.m.

Respectfully Submitted by,

Christopher G. Kanezo, Deputy City Clerk